

# STANDARDIZED CIVIL JURY INSTRUCTIONS

## INSTRUCTION SHEET

Attached are the standardized final civil jury instructions adopted by the United States District Court for the Western District of Michigan. You will notice certain instructions contain highlighted language and/or blank lines. The highlighted language represents optional language you may or may not want to include. If you want to include the language, please remove the highlighting. If you do not want the highlighted language, please delete it altogether. In addition, the blank lines represent names or phrases which must be completed by you before you submit it to the Court. No instruction submitted to the Court shall contain highlighting or blank lines.

Standard instructions with no changes may be submitted by number, using the numbering system of the standardized instructions (i.e., CV 2.01, CV 2.02, etc.). Standard instructions with changes, such as removal or inclusion of highlighted language and filled in blanks, shall be submitted in their entirety, one instruction per page. If you would like to add language to a standardized instruction, or have the Court consider additional instructions not included in this set, you may do so *provided* you indicate the source of the language or instruction you propose. The parties must make every reasonable effort to agree on the substantive instructions stating the elements of the claims and defenses.

Directions for completing these jury instructions are as follows:

- (1) List by number the instructions to be used with no changes.
- (2) Of those instructions to be used with highlighted language or blanks, please delete the highlighting, leaving the language intact, or delete the highlighted language altogether. Fill in all blanks. Please submit these instructions in full text, one instruction per page.
- (3) If you would like to change language on a standardized instruction, or submit additional instructions, please submit each instruction in full text, one instruction per page, and indicate the source of the additional language or instruction.
- (4) Instructions must be submitted in the order which you propose they be given to the jury.

These jury instructions shall be filed with the Court in accordance with the deadline set forth in your Case Management Order.